

42017
00-60

BOOK DOES
CIRCULATE

ADDENDUM TO

AGREEMENT

BETWEEN

TEANECK BOARD OF EDUCATION

and

TEANECK ASSOCIATION OF EDUCATIONAL SECRETARIES

Effective: July 1, 1971 - June 30, 1972

Article 4 - WAGES

Change

Effective July 1, 1971, the wages of various job categories shall be set and paid in accordance with the schedule attached hereto and marked Addendum A-1.

Article 5 - VACATIONS AND HOLIDAYS

Addition

End-of-month paychecks will be released to secretarial personnel taking earned vacation time on the last day worked, provided that the vacation period starts after the 15th of a month and includes the actual end-of-month payday for that month (usually the 30th).

The mid-month paycheck will not be eligible for pre-vacation issuance. Secretarial personnel may make arrangements with the Business Office for these paychecks to be mailed to a bank for deposit in their account.

Secretarial personnel may take earned vacation time at any time during the school year, subject to the approval of their immediate superior.

1971-72 SALARY GUIDES

12 Month Personnel

<u>STEPS</u>	<u>SECRETARY CLASS III</u>	<u>SECRETARY CLASS II</u>	<u>SECRETARY CLASS I</u>	
1	\$5,668	\$5,951	\$6,518	
2	5,838	6,121	6,688	
3	6,008	6,348	6,858	
4	6,178	6,518	7,085	
5	6,348	6,745	7,255	
6	6,518	6,915	7,425	
7	6,688	7,142	7,595	
8	6,858	7,312	7,765	
9	7,085	7,538	7,992	

<u>STEPS</u>	<u>ADM. SECTY. CLASS II *</u>	<u>ADM. SECTY. CLASS I *</u>	<u>SUPERVISORY SECRETARY *</u>	<u>EXECUTIVE SECRETARY *</u>
1	\$7,085	\$7,652	\$8,502	\$ 9,352
2	7,425	8,049	8,899	10,202
3	7,765	8,445	9,352	10,769
4	8,105	8,899		
5	8,445			

10 Month Personnel

<u>STEPS</u>	<u>SECRETARY CLASS III C*</u>	<u>SECRETARY CLASS III B*</u>	<u>SECRETARY CLASS III A*</u>
1	\$4,516	\$4,603	\$4,712
2	4,652	4,742	4,854
3	4,788	4,880	4,995
4	4,925	5,019	5,137
5	5,058	5,156	5,277
6	5,194	5,294	5,418
7	5,330	5,433	5,561
8	5,466	5,571	5,703
9	5,645	5,754	5,889

<u>STEP</u>	<u>ADM. SECTY. CLASS II C*</u> (1-4 years)	<u>ADM. SECTY. CLASS II B*</u> (5-7 years)	<u>ADM. SECTY. CLASS II A*</u> (8 yrs up)
1	\$5,645	\$5,754	\$5,889
2	5,918	6,031	6,174
3	6,189	6,309	6,457
4	6,459	6,584	6,738
5	6,732	6,862	7,023

* SEE SALARY GUIDE REGULATIONS